



Action Taken Report

- Syllabus of all the courses with course objectives and learning outcome are uploaded on the website.
- Lecture records are maintained in the form of planned and lectures actually taken with details of rescheduling are entered.
- Uniform format for ISA and SEE are developed with proper weightage of marks as per the recommendation of respective Board of Studies.
- ISA answer scripts are provided to the students and their signatures are procured after checking.
- Records of remedial and extra lectures are maintained.
- Signatures & dates are put on ISA papers & assignment sheets.
- Majority of the records are maintained in soft copies and the policy of minimum use of paper is encouraged.
- Fire extinguishers have been replaced in the laboratories.
- Safety training programme for students will be organised once things normalise and when students come on the campus.

A handwritten signature in black ink, which appears to read "Shilpa Samant". The signature is written in a cursive style and is underlined.

Dr. Shilpa Samant
Coordinator
IQAC